

Regular Council Meeting—February 11, 2014

The meeting of the Council of the Town of Altavista was held in the Council Chambers of the J.R. Burgess Municipal Building, 510 Seventh Street on February 11, 2014 at 7:00 p.m.

1. Mayor Mattox called the meeting to order and presided.
2. Rev. Michael Duncan, Central Baptist Church, gave the invocation.

Council members
present:

Mayor Michael Mattox
Mrs. Beverley Dalton
Mr. Charles Edwards
Mr. Tracy Emerson
Mr. Bill Ferguson
Mr. Timothy George
Mr. Jay Higginbotham

Also present:

Mr. J. Waverly Coggsdale, III, Town Manager
Mr. Daniel Witt, Assistant Town Manager
Mrs. Tobie Shelton, Finance Director
Chief Ken Walsh, Police Department
Mr. Steve Bond, Wastewater Treatment Director
Mrs. Megan Lucas, Economic Dev. Director
Mrs. Mary Hall, Administration

3. Mayor Mattox asked if there were any questions regarding the agenda.

A motion was made by Mr. Ferguson, seconded by Mrs. Dalton, to approve the agenda.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

4. Public Comment

Mayor Mattox asked if anyone would like to speak on anything not listed on the agenda.

No one came forward.

Mayor Mattox recognized two boy scouts, Mr. Jacob Barnard and Mr. Kaleb Dawson from Troop 278 who are working to earn Eagle merit badges.

5. Special Items or Recognitions

- a) Resolution of Altavista High School-Class A Football Champions

Mayor Mattox read a resolution to be presented to the Altavista Football Team at a celebration to be held for them March 2 at the Booker Building.

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RESOLUTION COMMENDING THE ALTAVISTA HIGH SCHOOL COLONELS,
VIRGINIA HIGH SCHOOL LEAGUE’S GROUP 1A STATE FOOTBALL CHAMPIONS

WHEREAS, *the Altavista High School football team triumphantly captured the 2013 Virginia High School League Group 1A, state football championship on December 14, 2013, when they defeated the Essex High School Trojans at Salem Stadium; and*

WHEREAS, *the Altavista High School Colonels ended their 2013 season as the Virginia High School League, Group 1A, Eastern Region champions; and*

WHEREAS, *the Altavista High School Colonels ended the 2013 regular season with a winning record of ten wins to only one loss and entered the playoffs as the number two seed in the Group 1A East Division; and*

WHEREAS, *the Colonels displayed a prolific offensive attack and a hard hitting defense, while utilizing teamwork to outscore opponents by a margin of 601 to 166 through the regular season and playoffs; and*

WHEREAS, *Altavista High School began the post season with a highly efficient offensive effort, scoring almost at will, while defeating the Northumberland Indians, 62 – 18 before following that with another superb effort and making short work of the Sussex Central Tigers by a score of 49 – 12; and*

WHEREAS, *the Colonels would next face the Franklin High School Broncos, the team that ended Altavista’s playoff run in 2012, and with revenge on their mind, the Colonels delivered crushing blows on defense and streaked out to a 44-0 halftime lead and corralled the Broncos by a score of 57 -14 at English Field; and*

WHEREAS, *despite having home field advantage in the state championship semifinal game, the Group 1A West Division number one seeded and undefeated Haysi High School Tigers could not stop the Altavista High School Colonels, who won the game 34 – 22, and advanced to the state championship final; and*

WHEREAS, *under the leadership of Head Coach Mike Scharnus, the Colonels stormed the field against the Group 1A East Division number one seeded Essex Trojans, took an early lead and never looked back shutting out the Trojans at Salem Stadium and reigned as the state champions with a final score of 21 – 0, capturing their second title since 2009; and*

WHEREAS, *the championship victory belongs not only to the Altavista High School Colonels football team and their Head Coach Mike Scharnus and his coaching staff, but also to their families and to the students, faculty and administration at Altavista High School; now, therefore be it*

BE IT RESOLVED, *the Altavista Town Council commends the Altavista High School Colonels football team for their outstanding 2013 season and for winning the 2013 Virginia High School League, Group 1A, state football championship with a record of 13 wins and 1 loss; and*

BE IT FURTHER RESOLVED, *that a copy of this resolution is presented to Altavista High School as an expression of the admiration of the Town of Altavista and its citizens for the championship performance of the 2013 Altavista High School football team.*

Adopted the 11th day of February 2013.

Michael E. Mattox, Mayor

Attested:

J. Waverly Coggsdale, III, Town Manager

A motion was made by Mr. Emerson, seconded by Mr. George, to adopt the resolution for the Altavista High School-Class 1A Football Champions.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

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b) Recognition of Town Retiring Employees

Mayor Mattox recognized two retiring town employees, Mr. Robert Blum and Mr. John Tomlin with resolutions:

A RESOLUTION IN RECOGNITION OF THE
RETIREMENT OF TOWN EMPLOYEE JOHN G. TOMLIN

WHEREAS, *John G. Tomlin was hired by the Town of Altavista in May 2007 as the Town's Director of Public Works; and*

WHEREAS, *John Tomlin has been a loyal employee of the Town of Altavista for the past 6 plus years and intends to retire on February 1, 2014; and*

WHEREAS, *Mr. Tomlin has demonstrated extensive knowledge, skills and experience in leading the Altavista Department of Public Works and contributing through projects including new sidewalk installations, streetscape projects and utility upgrades, as well as working with our citizens and community organizations; and*

WHEREAS, *John Tomlin represents that which is best in the character of public service, performing his duties through many challenges including snow and ice operations, fiscal restraints and the maintaining the level of service provided to our citizens; and*

NOW, THEREFORE, BE IT RESOLVED *the Town Council of the Town of Altavista thanks John G. Tomlin for his years of service and recognizes the contributions he has made and wishes him a happy retirement.*

Michael Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mr. George, to adopt the resolution recognizing Mr. John Tomlin.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mr. Tomlin thanked Council for their assistance and support during his tenure with the town.

A RESOLUTION IN RECOGNITION OF THE
RETIREMENT OF TOWN EMPLOYEE ROBERT K. BLUM

WHEREAS, *Robert "Bob" Blum was hired by the Town of Altavista in August 1998 as a Certified Wastewater Facility Operator on the 2nd shift; and*

WHEREAS, *Bob Blum has been a loyal employee of the Town of Altavista for the past 15 years and intends to retire on February 1, 2014; and*

WHEREAS, *Mr. Blum has demonstrated extensive knowledge, skills and experience in the treatment of wastewater, and through training and development of other employees, has provided the Town and its citizens with an efficient and well run system; and*

WHEREAS, *Bob Blum worked at ensuring the safety of his coworkers and was passionate about getting the job done right the first time; and*

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NOW, THEREFORE, BE IT RESOLVED *the Town Council of the Town of Altavista thanks Robert “Bob” Blum for his years of service and recognizes the contributions he has made and wishes him a happy retirement.*

Michael Mattox, Mayor

Attested: _____
J. Waverly Coggsdale, III, Town Manager

A motion was made by Mrs. Dalton, seconded by Mr. George, to adopt the resolution recognizing Mr. Robert Blum.

Motion carried:
VOTE:

Mr. Michael Mattox	Yes
Mrs. Beverley Dalton	Yes
Mr. Charles Edwards	Yes
Mr. Tracy Emerson	Yes
Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

c) Avoca Report-Michael Hudson, Executive Director

Mr. Michael Hudson, Executive Director of Avoca Museum, came forward and presented the annual report. He thanked Council for recognizing the contributions of his predecessor, Mr. Frank Murray. He commented 2013 was an outstanding year for Avoca Museum; a premier gathering place for the Altavista area.

6. Consent Agenda

- a) Approval of Minutes-Regular Meeting January 14, 2014
- b) Receive monthly review of Invoices
- c) Receive monthly review of Revenue & Expenditures
- d) Receive monthly review of Reserve Balance/Investment Report
- e) Departmental Monthly Reports
 - Administration
 - Business License
 - Community Development
 - Economic Development
 - Police Department
 - Public Works Department
 - Recycling
 - Transit System
 - Wastewater Department
 - Water Department

A motion was made by Mr. Ferguson, seconded by Mr. George, to approve the items as listed on the consent agenda.

Motion carried:
VOTE:

Mr. Michael Mattox	Yes
Mrs. Beverley Dalton	Yes
Mr. Charles Edwards	Yes
Mr. Tracy Emerson	Yes

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Mr. Bill Ferguson	Yes
Mr. Timothy George	Yes
Mr. Jay Higginbotham	Yes

7. Public Hearings

8. Standing Committee/Commission/Board Reports

a) Council Committees

i. Finance/Human Resources Committee

Budget Amendments

Mrs. Dalton advised based on action of Council at their January 14th, 2014 meeting, staff presented the Finance Committee with two budget amendments for consideration which address the \$5,000 approved for Financial Advisor services and \$13,257.30 for the first six payments of the Adverse Experience Adjustment associated with opting out of The Local Choice Program.

Mr. Coggsdale advised the payments of the Adverse Experience Adjustment fall into two fiscal years with half being paid in FY2014 and half being budgeted for FY2015.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to approve the two budget amendments of \$5,000 and \$13,257.30.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Other Items/Updates

2015 Budget—Revenue Forecast: Staff gave the Finance Committee an update on the initial revenue forecast for the FY2015 Budget.

Next Finance/HR Committee Meeting: Thursday, February 27th at 8:15 AM in the large conference room.

ii. Police/Legislative Committee

iii. Public Works/Utility Committee

WWTP Emergency Overflow Pond-PCB Issues

A: ***Berm Maintenance:*** Mr. Ferguson advised last month, Town Council was updated on the possibility of purchasing dirt that could be "backhauled" by the Town on return trips from the landfill. This dirt would be utilized for the maintenance of the berm around the pond and prevention of inflow of storm water into the pond. The Public Works Committee recommends a "not to exceed" figure of \$5,000 be appropriated for this purpose. He noted the funds would come from Reserves and a budget amendment would be requested at a later date.

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A motion was made by Mr. Ferguson, seconded by Mr. Edwards, to approve an amount not to exceed the figure of \$5,000 to purchase dirt to be utilized for the maintenance of the berm around the pond.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mr. Higginbotham advised he had information from Mr. Bond that he can get testing done from a firm that comes into town at a cost of \$80 to \$100 per sample. He asked Council to amend the motion that any remaining funds be utilized for testing.

Mr. Ferguson stated he did not have a problem with this but felt it should go before the committee.

The motion was amended by Mr. Higginbotham, seconded by Mrs. Dalton, that any unused portion of the funds be utilized for testing.

Mayor Mattox asked on what level these test can detect.

Mr. Bond clarified it is a parts per million test.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mr. Ferguson noted the problem with the truck that would backhaul the dirt has been corrected.

ECap proposal: Mr. Ferguson advised staff submitted to the Committee a proposal from Ecolotree (Dr. Licht) regarding installation of an additional "test plot". The Committee reviewed the proposal and took no action, at this time.

B. Dearing Ford Water Tank Request

Mr. Ferguson advised earlier in January, the Town received a response regarding the County's position on conveyance of the elevated water tank in the area of the Altavista Commons Shopping Center. The Town had asked that the tank be conveyed to the Town and that the funds associated with demolition (\$40,000) and revalving (\$16,000) be included, to which the County responded that they are agreeable to conveying the tank but without the funds. He stated the Public Works/Utility Committee recommends that the Town submit a

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counterproposal seeking conveyance of the tank and the funds that the County would spend if they had to demolish the tank.

Council was presented with two letters and asked which one was appropriate to present to the Campbell County Board of Supervisors. After some discussion, Council agreed to offer a letter requesting conveyance of the tank, \$40,000, along with a timeline of 18 months to either put the tank in service or demolish.

A motion was made by Mr. Higginbotham, seconded by Mr. George, to request conveyance of the Dearing Ford Water Tank with \$40,000 and offer a timeline of 18 months to either put the tank in service or demolish.

Mr. George responded if the Board of Supervisors says no to the Town's request, they are basically saying they would rather tear it down than to give the Town the money to possibly use it.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

C. Train Station A/C quotes

Mr. Ferguson advised staff is seeking authorization to proceed with the replacement of the air conditioning unit at the Train Station. The new unit would be an Ameri-Star 5-ton unit with warranties of 5 years on the compressor and 1 year on parts/labor. The Committee recommends proceeding with this item based on the lowest quote of \$4,650 from Tyree-Little's Heating & Cooling with the funds being appropriated from reserves. He noted a budget amendment will be requested at a later date.

A motion was made by Mr. Ferguson, seconded by Mr. George, to authorize the replacement of the air conditioning unit at the Train Station at a cost of \$4,650.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

b) Others

i. Altavista Area Chamber of Commerce

Mr. Mark Thomas, Chairman of the Altavista Chamber of Commerce Uncle Billy's Day Committee, addressed Council. He stated it was an

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honor for him to be part of organizing the 65th annual Uncle Billy's Day festivities scheduled for June 6 and 7, 2014. He thanked Council for supporting the festival financially and also the time and help of numerous employees. He stated the Chamber values the partnership they have with the Town. Mr. Thomas asked Council to consider the Adult Beverage Area again this year; Friday and Saturday with the hours from 7:00 p.m. to 10:00 p.m.

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to approve the request of the Altavista Chamber of Commerce Uncle Billy's Day Committee to have the Adult Beverage Area at the park Friday and Saturday with the hours from 7:00 p.m. to 10:00 p.m.

Motion carried:

VOTE:	Mr. Michael Mattox	No
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mayor Mattox noted he voted no on this item because it is a Town sponsored event and uses taxpayers' dollars.

9. New Business

a) Avoca Request for Unexpended CIP Funds

Mr. Coggsdale referred to a memo received from Mr. Michael Hudson asking that the unexpended CIP funds in the current year's budget be utilized on necessary projects and repairs.

A motion was made by Mrs. Dalton, seconded by Mr. Edwards, to allow the unexpended CIP funds in the current year's budget to be utilized on projects and repairs.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

10. Unfinished Business

a) Bedford Avenue Waterline Project Update

Mr. Ronald Smith, WW Associates, provided Council with an overview of the Bedford Avenue Waterline Project and the crossing of the Staunton River in regards to this project. He advised currently there are two lines attached to the bridge to provide finished water to the town. He stated there has been a meeting with VDOT in regards to the removal of the 10" line and VDOT will not allow the pipe to be upsized on the bridge. He stated the two options are to install the line across the bridge with an open cut or horizontal directional drilling. He advised an extension of six months would be required to have all permits in place. He stated it is their recommendation that Council consider the horizontal directional drilling because of the cost and number of permits required; it develops less risk for the contractor to have to deal with potential washouts.

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Mr. George questioned if construction would be under the sidewalk or in the street.

Mr. Smith advised the line would be run under the sidewalk but in the street at certain locations. He stated he anticipates advertising the project in April and returning to Council in June with a recommendation.

Mayor Mattox asked if there was opposition to moving forward with WW Associates' recommendation.

Mrs. Dalton stated she did not have an opposition but asked that the presented document be on the agenda at the next Public Works/Utility Committee meeting.

11. Manager's Report

a) Project Updates

VDOT Enhancement Project and Downtown Utility Replacement Project and Project

Mr. Coggsdale advised the month of January was difficult in regards to weather and is continuing to work through the issues.

Bedford Avenue Waterline Replacement Project

Previously discussed.

b) Other Items as Necessary

c) Informational Items

12. Matters from Town Council

Mr. George asked if there is a paving date for the 7th Street project.

Mr. Coggsdale advised there is some ongoing discussions but will likely occur when the plants reopen in mid-March.

Mayor Mattox asked Council to note the Altavista Economic Development Authority "All Hands" Dinner is scheduled for February 24th, 2014 at 6:00 P.M.

13. Closed Session

I move that the Altavista Town Council convene in closed session in accordance with the provisions set out in the *Code of Virginia*, 1950, as amended,

Section 2.2-3711 (A)(1) regarding discussion, consideration or interviews of prospective candidates for employment; assignment, appointment, promotion, performance, demotion, salaries, disciplining, or resignation of specific public officers, appointees or employees of any public body (Recreation Committee appointment, Transit Advisory Board appointment, Planning Commission appointment, Public Works/Utility Director candidates)

Section 2.2-3711 (A)(5) regarding discussion concerning a prospective business or industry or the expansion of an existing business or industry where no previous announcement has been made of the business' or industry's interest in locating or expanding its facilities in the community.

A motion was made by Mrs. Dalton, and seconded by Mr. George.

Motion carried:

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VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Council went into closed session at 8:10 P.M.

Notice was given that council was back in regular session 9:03 P.M.

FOLLOWING CLOSED SESSION

A motion was made by Mrs. Dalton, seconded by Mr. Ferguson, to adopt the certification of a closed meeting.

CERTIFICATION OF CLOSED MEETING

WHEREAS, the town council has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the town council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the town council hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the town council.

Motion carried:

VOTE:	Mr. Michael Mattox	Yes
	Mrs. Beverley Dalton	Yes
	Mr. Charles Edwards	Yes
	Mr. Tracy Emerson	Yes
	Mr. Bill Ferguson	Yes
	Mr. Timothy George	Yes
	Mr. Jay Higginbotham	Yes

Mayor Mattox asked if there was anything else to bring before Council.

The meeting was adjourned at 9:04 P.M.

Michael E. Mattox, Mayor

J. Waverly Coggsdale, III, Clerk